

**Cumberland Regional Library Board
Minutes – February 5, 2026**

“Cumberland Public Libraries”, managed and operated by the Cumberland Regional Library Board, a body corporate pursuant to the Libraries Act of Nova Scotia.

The February 5, 2026 meeting of the Cumberland Regional Library Board was held at the Four Fathers Memorial Library.

Present: Councillor Carla Black (Treasurer), Kim Ford (Chair), Councillor Terry McManaman, Councillor Angel McCormick, Denise Corey (Director, Secretary), Chantelle Taylor (Deputy Librarian, Recording Secretary)

1. Call to Order

The meeting was called to order at 4:39pm.

2. Approval of the Agenda

Councillor McCormick moved that that the agenda be approved as presented. Seconded by Councillor Black. Motion carried.

3. Approval of Minutes of the November 18, 2025 meeting

Councillor McManaman moved that the minutes of November 18, 2025 meeting be approved as presented. Seconded by Councillor McCormick. Motion carried.

4. Old Business

A. Financial administration policy

Ms. Corey presented the Board with the proposed Financial Administration Policy.

Councillor Black moved that that the Financial Administration policy be approved as presented. Seconded by Councillor McManaman. Motion carried.

B. In-camera personnel matter

Councillor McCormick motioned to go in camera. Seconded by Councillor McManaman. Motion carried.

In Camera 4:41pm

Councillor McCormick motioned to go out of camera. Seconded by Councillor Black. Motion carried.

Out of Camera 4:44pm

C. Hours Review

Hours review deferred to future meeting.

D. Additional Board members

Ms. Corey informed the Board that the suggestion from the Board was not approved by all Councils. After discussion the Board will approach the Oxford Council to see if they will amend their motion so all Councils are in agreement and will be able to go forward.

5. Actions arising from the minutes

A. Library Funding Update

Ms. Corey reported that there was no update from the Provincial government on funding.

B. Meeting of CORL and Board Chairs

Ms. Ford reported that the meeting in December included how other regions are dealing with budget shortfalls.

7. New Business

A. Draft 2026-27 Budget

Ms. Corey presented the Board with a preliminary budget to discuss how to deal with \$173,000 deficit this year. Discussion ensued.

Councillor McCormick moved that that Hoopla be eliminated and the Headquarters full-time staff hours be reduced by 10% pending approval by lawyer. Seconded by Councillor Black. Motion carried.

B. Minimum wage increases

Ms. Corey reported that minimum wage was set to increase to \$16.75 in April 2026 and then \$17.00 in October 2026. Ms. Corey presented the Board with option to adjust the pay scale. Discussion ensued.

C. Salary Scales

Ms. Corey presented the Board with current and proposed salary scales. With option to adjust the pay scale for Minimum wage increase. Discussion ensued.

Councillor McCormick motioned to accept Option D- a 3% increase for part time staff branch staff starting April 1, 2026. Seconded by Councillor Black. Motion carried

D. Library director performance evaluation

Ms. Ford in accordance with the leadership review recommended to the Board that the Director's performance evaluation be done annually and be moved to the fall.

E. End of Year financial report

Ms. Corey reported that MNP has increased the cost of our annual audit by 7.14%. They will also not be able to complete our audit until June 24, not in time for the June meeting. The Board decided to meet twice in June.

8. Reports

A. Financial report

Ms. Corey provided Board members with copies of the Revenues and Expenditures for the Library and provided highlights.

Councillor McCormick moved that the financial report be adopted. Seconded by Councillor McManaman. Motion carried.

B. Operations Report

Ms. Taylor presented the Board with year to date statistics for each branch.

Ms. Corey informed the Board that two full time staff are on leave from Headquarters.

Other information on operations were provided in the Board in the notes.

C. Accessibility Report

Information provided to the Board in the notes.

D. Strategic Plan update

Ms. Corey provided a chart with updates on the Strategic Plan.

8. Other

Next meeting: April 2, 2026 4:30pm

There being no further business Ms. Ford adjourned the meeting.

Submitted by:

Denise Corey, Library Director/Board Secretary